

The Aging & Long Term Care and Administrative Committees met in Room A-200 of the Administration Center prior to County Board.

Present: Supervisors Geracie, Rothstein, Richart, Stumpf, Hazelwood, Cronce (8:07am), Becker, Zens and Wirth. Staff: County Administrator Meaux, Human Services Director Haupt, Lasata Administrator Luedtke, ADRC Director Pike, Aging Services Manager Ferrell, Human Resources Director Dzwinel and County Clerk Winkelhorst.

Others Present: Supervisor Leider.

Absent: Supervisor Schlenvogt

Call to Order/Proper Notice/Adoption of Agenda: Meeting called to order by ALTC Chairperson Geracie at 8:05AM. Assurance that the meeting was properly noticed, so noted by Ms. Winkelhorst. Motion made by Supervisor Becker, seconded by Supervisor Zens to adopt the agenda as presented. All members present voting aye. Motion carried. (8-0)

Public Comment: There were none.

8:07AM Supervisor Cronce in attendance.

Action Items:

Review/Approve Request to Change Lasata Nursing Positions in the Policy & Procedure Manual: Mr. Luedtke stated that the request is to update the County Policy & Procedure Manual to reflect the correct number of licensed nurses that is budget for and actually using. Currently the P & P Manual shows 31 full-time equivalents (FTE) instead of 36. Over the last 4-5 years, more nurses have been used due to the acuity level of the residents and state requirements for state documentation. This involves use of overtime as well.

This was brought up for discussion at the ALTC meeting as to whether it would be more prudent to have more nurses working straight time instead of overtime. There would still be the same amount of nurses but more productive.

The change would reflect License Practical Nurses (LPN) change from 13 to 17 and Registered Nurses (RN) change from 18 to 19. This would not be an increase in two FTE's but rather giving hours to part-time nurses and hire part-time nurses if needed. This would provide flexibility and reduce the amount of overtime. It is budget neutral. Discussion.

Motion made by Supervisor Richart, seconded by Supervisor Becker to approve adjusting the County Policy & Procedure Manual to reflect the increase in LPN's from 13 to 17 and RN's from 18 to 19. All members present voting aye. Motion carried. (9-0)

Administrative Chairperson Cronce assumed the chair.

Review/Approve Request to Fill Cedarburg Dining Center Coordinator Position, Pay Grade 5, OPEIU, 20hrs Weekly: Supervisor Geracie explained that this item was tabled at the ALTC meeting as staff was not able to attend and more information was needed.

Mr. Haupt stated that the current Dining Center Coordinator will be leaving and the Aging Services Manager, who is responsible for changes that are made, will be out on leave as well. It was suggested to look at the meal sites and if any efficiencies could be found. The data shows that the numbers are going up and that this is the second largest site for delivery of meals on wheels. The counts are expected to increase. If the position is not filled that it would result in closing the meal site with very little public input.

Mr. Haupt suggested filling with a temporary employee until the Aging Services Manager returns. Supervisor Stumpf commented that approval for filling the position should just be given

as the need is there. Mr. Dzwinel stated that this is an OPEIU position and a temporary person can only be hired for 60 days per the contract. Discussion on temporary versus the filling of the position.

8:20AM Supervisor Leider joined the meeting.

Mr. Haupt explained that filling the position is his primary recommendation but was willing to look at a temporary person for further assessment, as an alternative to closing if that was what the committee was looking for. Ms. Ferrell recommends filling the position as well.

Motion made by Supervisor Becker, seconded by Supervisor Rothstein to approve the request to fill the Cedarburg Dining Center Coordinator position, pay grade 5, 20 hours weekly. The majority of members present voting aye. Motion carried. (8-1) Wirth opposed.

Adjournment: Motion made by Supervisor Geracie, seconded by Supervisor Zens to adjourn. All members present voting aye. Motion carried. (9-0)

Meeting adjourned at 8:32AM.

*Julianne B. Winkelhorst, County Clerk*